

25X1A5a2

January 21, 1970

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Mr. [REDACTED]
Central Intelligence Agency
Procurement Department
Washington, D.C.

Re: Informal Proposal
Compact Shelving for the
Record Center

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Dear Mr. [REDACTED]

The following are proposals which are based on the outline prepared by your office dated January 12, 1970. We have developed two schemes which we will designate as Plans I and II.

Before outlining these plans, I would like to review the project as we understand the requirements.

1. No award will be made based on the informal proposals.
- ② The Government will furnish the required electric power to the point designated by the contractor for each bay of shelving (receptacles and male connectors to be furnished by the contractor). ✓
3. Contractor will be responsible for all labor and materials to provide a system of compact shelving ready for operation.
- ④ Government to be responsible for moving all records off of existing shelving, storing and returning records to the movable shelving. ✓
5. Requests for progress payments will be honored.
6. Existing shelving consists of 1,710 double faced sections 30" x 42" x 111" now installed plus 50 sections not installed and 139 single face sections now installed.
7. There will be a one year warranty on equipment. The contractor to maintain and make any repairs (labor and material) to the system.

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Repairs to be made within 24 hours from time of notice, excluding Saturday, Sunday and holidays). Warranty void if malfunction caused by operation not in accordance with contractor's manual. Due to length of time required to complete the installation (one year anticipated), each bay of shelving as accepted by the Government will have a one year warranty from date accepted.

8. Shelving system and all work to be in accordance with applicable building and safety codes.
9. Space to be released to the contractor at the rate of approximately 1,600 square feet (two bays). As new compact shelving becomes available to the Government, an increase in the number of bays released to the contractor can be anticipated.
10. Space outside the building adjacent to the loading platform will be available to store materials.
11. Lighting will be supplied by the contractor which will furnish 50' candles at the floor.
12. Shelving system must be guaranteed against tipping over.
13. Safety systems must be provided to preclude anyone from being injured between ranges or damaging materials left on floor in range aisles.
14. Each range of shelving to be individually operated by a control on the aisle end of each range.
15. A central control for the entire system not required.
16. Main service aisles to be maintained at 7' or more. Aisle between ranges - 30".
17. Concrete to be supplied level with the rails in main and range aisles.
18. Vinyl tile surface to be provided. *By whom?*
19. Freight elevator between floors to be accessible to the contractor.
20. Working hours to be from 8:30 a.m. to 5:00 p.m., Monday through Friday.
21. Once installation begins, no delays on part of the Government is anticipated, i.e. removing records from shelving.

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PLAN I

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This plan is developed on the premise of [REDACTED] supplying and installing all new materials. In general, this would include concrete level with the rail height in the range and main aisles and a finished vinyl tile floor surface.

Quantity

- 368 40" wide x 30" deep x 111" high, double faced fixed sections
- 2091 40" wide x 30" deep x 111" high, double faced movable sections
- 13 40" wide x 15" deep x 111" high, single faced fixed sections
- 208 30" wide x 30" deep x 111" high, double faced movable sections
- 34 30" wide x 30" deep x 111" high, double faced fixed sections
- 2 30" wide x 15" deep x 111" high, single faced fixed sections

The sections listed above to be supplied with fixed tops, which shall serve as the file surface for shelving record boxes, fixed base shelves and eight adjustable shelves for each section face. Shelves to be reinforced to equal the strength of existing shelves now in use. Each aisle to have a continuous fluorescent light fixture to provide 50' candles at the floor. Each range to have a single illuminated switch to start the range in motion. Each range to have an individual drive. Each range to have continuous safety bars or tapes the entire length of each aisle. These safety devices will be independent and will render the moving range inoperable when a force of 12 oz. is exerted against the safety feature. The moving ranges in a specific bay will only be operable when lights in all aisles within a bay are out. Once an aisle has been opened and the light comes on the other ranges in that bay are inoperable. Each range shall be independently driven by two fractional horse power motors. Damage to the motors and controls shall be protected by a circuit breaker.

The opening between the track and the concrete, where the flange of the steel flanged wheels runs, will be no more than 1/2". This will provide a smooth floor surface over which shelving trucks can be pushed.

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[REDACTED] will provide quick disconnect control boxes, four for the movable ranges and two for fixed ranges. These can be inserted into the system by maintenance personnel at any time. This will guarantee a minimum down time for any given bay of shelving. We estimate control boxes can be removed and replaced in approximately five minutes. We will also provide four extra drive motors. Drive motors can be replaced in approximately eight minutes.

The style of shelving proposed will be a new design especially engineered and manufactured for this project. Because of the height and weight loads, a four posted shelving system will be provided. Upon determination that this project will go forward, [REDACTED] will fabricate such a range of shelving for inspection and testing by this Government agency.

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PLAN 1 - PRICING

Floor:	Remove existing tile, epoxy bonding agent, forms, heavy duty concrete in main aisle, light weight concrete in range aisles and re-tile with vinyl floor covering.	<u>\$ 80,000.00</u>
Erection Labor:	Includes tear down of existing equipment and complete installation.	<u>\$ 35,000.00</u>
Hardware:	Track, shelving and electrical.	<u>\$689,000.00</u>
Use of Existing:	To be torn down and turned over to the Government for re-use elsewhere or to be sold for scraps.	<u>No Dollar Allowance</u>
If only Section A is furnished, deduct \$566,500.00		
If only Section B is furnished, deduct \$468,600.00		
If only Section C is furnished, deduct \$594,500.00		
If only Section D is furnished, deduct \$469,200.00		

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PLAN II

This scheme provides for utilizing existing shelving and furnishing additional angle shelving to complete the system. All electrical components, flooring, safety features, etc. will be exactly as proposed for Plan I. Considerable modifications to the existing shelving is required.

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To execute this plan, it is required that [REDACTED] be provided with four bays, 3,200 square feet at the job outset. [REDACTED] would return ready to use two bays and thereafter would require only the release of two bays at a time.

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Lucky?*

PLAN II - PRICING

Floor:	Same as Plan I	<u>\$ 80,000.00</u>
Erection Labor:	Includes tear down and re-installation of existing and new equipment.	<u>\$ 60,000.00</u>
Hardware:	Same as Plan I, except the re-use of existing shelving and furnishing of similar new angle shelving.	<u>\$523,500.00</u>
Use of Existing:	Reuse in total and included in above prices.	<i># 663,500.00</i>

Note:

At this time no basis for partial pricing (A, B, C and D) has been established.

Based on our calculations Plans I and II will provide 157,730 cubic feet of shelving as compared to the approximately 104,730 cubic feet in present installations.

It has been our pleasure to prepare these proposals. We look forward to the opportunity of working with you on this project.

Very truly yours,

[REDACTED]

General Sales Manager

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REM/rc

cc: 25X1A5a2
[REDACTED]